



**IDAHO WATER RESOURCE BOARD**

322 East Front Street, Statehouse Mail

Boise, Idaho 83720

Tel: (208) 287-4800

FAX: (208) 287-6700



**APPLICATION FOR FINANCIAL ASSISTANCE FOR COMMUNITY WATER  
SYSTEM CONSTRUCTION PROJECT**

Please answer the following questions and provide the requested material as directed. Please provide all pertinent information. Additional information may be requested by the Idaho Water Resource Board/Idaho Department of Water Resources depending on the scope of the project and amount of funding requested. **All paperwork must be in 28 days prior to the next bi-monthly Board meeting.** Board meeting agendas can be found at:

[http://www.idwr.idaho.gov/waterboard/Meetings\\_Minutes/minutes.htm](http://www.idwr.idaho.gov/waterboard/Meetings_Minutes/minutes.htm)

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**I. Prepare and attach a "Letter of Intent".**

The Letter should be addressed to the Idaho Water Resource Board at 322 East Front Street, Statehouse Mail, Boise, Idaho, 83720, and should include the following items:

- A. Name, address and telephone number of the sponsoring group and principle contact.
- B. Project title or name, location and a brief description (including maps or plans).
- C. A preliminary estimate of the project costs and approximate financial requirements.
- D. A brief justification for the project or general benefits to be realized.
- E. A statement of applicant's willingness to provide project data and information to prepare engineering and economic feasibility studies of the project if deemed necessary by the Board.
- F. Additional information as needed to fully explain the intent of the project.

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**II. General Information:**

**A. Type of organization: (Check box)**

- ☐ Municipality
- ☐ Water and/or Sewer District
- ☐ Non-Profit Water Company
- ☐ For-Profit Water Company

- ☐ Homeowner's Association
- ☐ Water Association
- ☐ Other

Explain: \_\_\_\_\_

\_\_\_\_\_  
Organization name

\_\_\_\_\_  
Name and title of Contact Person

\_\_\_\_\_  
PO Box/Street Address

\_\_\_\_\_  
Contact telephone number

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
e-mail address

\_\_\_\_\_  
County where project is located

B. Is your organization registered with the Idaho Secretary of State's office? Yes ☐ No ☐

C. Purpose of this loan application.

- ☐ New Project  
☐ Rehabilitation or replacement of existing facility  
☐ Emergency repair  
☐ DEQ requirement  
☐ Other: \_\_\_\_\_

D. Briefly describe the project:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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### **III. WATER SYSTEM:**

A. Source of water:

- ☐ Stream ☐ Groundwater  
☐ Reservoir ☐ Other

B. Water Right Numbers:

Water Right	Stage	Priority Date	Source	Amount

**Note:** Stage refers to how the water right was issued. (License, Decree, or Permit)

C. Hook-ups on the system:

Approximate number of residential hook-ups: \_\_\_\_\_

Approximate number of commercial hook-ups: \_\_\_\_\_

Approximate number of industrial hook-ups: \_\_\_\_\_

D. On average, how much water is provided per day? \_\_\_\_\_

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### **IV. USER RATES:**

A. How does your organization charge user rates?

- ☐ Per Hook up  
☐ Per Volume Used

☐ Other  
Explain:

\_\_\_\_\_  
\_\_\_\_\_

B. Current user rate? \$\_\_\_\_\_ per \_\_\_\_\_

If a graduated or progressive rate structure or different rates for different classes of users

are used, please attach a separate explanation.

C. When was the last rate change? \_\_\_\_\_

D. Does your organization measure water use? Yes ☐ No ☐

If yes, how?

- ☐ Meters at User Hook-ups  
☐ Master Meter  
☐ Other (explain) \_\_\_\_\_

E. Does your organization have a regular assessment for a reserve fund? Yes ☐ No ☐

If yes, explain how it is assessed:  
\_\_\_\_\_

F. Does your organization have an assessment for some future special need? Yes ☐ No ☐

If yes, explain how it is assessed:  
\_\_\_\_\_

If yes, for what purpose?  
\_\_\_\_\_

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## **V. PROPOSED METHOD FOR REVENUE FOR REPAYMENT OF LOAN**

How will you pay the annual loan payments? Check revenue sources below:

- ☐ Tax Levies  
☐ Capital Improvement Reserve Account or Sinking Fund  
☐ User Fees and Tap/ hookup Fees  
☐ Other (explain) \_\_\_\_\_

Will an increase in assessment be required? Yes ☐ No ☐

When will new assessments start and how long will they last?  
\_\_\_\_\_

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## **VI. SECUREMENT OF LOAN**

List all land, buildings, waterworks, reserve funds, and equipment with estimated value that will be used as collateral for the loan:

Property	Estimated Value
_____	_____
_____	_____
_____	_____

**Please attach a legal description of the property being offered along with a map referencing the property.**

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## **VII. PROOF OF OWNERSHIP**

Please provide proof of ownership, easements or agreements that are held or can be acquired for the construction and operation of the project.

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## **VIII. FINANCIAL INFORMATION:**

A. Attach a copy of each of the last 3 year's financial statement.

B. Annual revenues for last 3 years

(From attached financial sheets)

Total ....

Year \_\_\_\_\_ Year \_\_\_\_\_ Year \_\_\_\_\_

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C. Annual expenses for last 3 years

(From attached financial sheets)

Total ...

Year \_\_\_\_\_ Year \_\_\_\_\_ Year \_\_\_\_\_

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D. Reserve fund (current) \_\_\_\_\_

E. Cash on hand \_\_\_\_\_

F. Outstanding indebtedness:

To Whom	Annual Payment	Amt. Outstanding	Years Left
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

G. Have you done business with the Idaho Water Resource Board before? Yes ☐ No ☐

If yes what was the loan for? \_\_\_\_\_

How much was the loan for? \_\_\_\_\_

Is the loan paid off? Yes ☐ No ☐

If no what is the payment and expected payoff date. \_\_\_\_\_